

| | AUGUST | 2016 | | COMMERCIAL PERMITS | | | |
|----------|---------------------|------------------------------------|----------------|--------------------|-------|---------------|---|
| | | | | | | | |
| | # PERMITS | 3 | | | | | |
| | VALUE OF WORK | \$549,000.00 | | | | | |
| | PERMIT FEES PAID | \$8,535.00 | | | | | |
| | IMPACT FEES PAID | \$0.00 | | | | | |
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| Permit # | Date of Application | Name | Address | MAP # | LOT # | Value of Work | Total Permit Impact fee Description of work |
| C16-045 | 8/1/16 | FABULOUS FIND | 139 STATE ROAD | 14 | 30 | \$129,000.00 | \$2,035.00 \$0.00 CONSTRUCT ADDITION FOR FABULOUS FIND |
| C16-046 | 8/15/16 | KITTERY COMMONS LLC (DURGIN PINES) | 9 LEWIS ROAD | 61 | 27B | \$400,000.00 | \$6,100.00 \$0.00 DURGIN PINES ADDITION PER PLANNING BOARD APPROVAL 7/14/16 |
| C16-047 | 8/25/16 | CONRAD FARR | PARSONS LANE | 66 | 27 | \$20,000.00 | \$400.00 \$0.00 INSTALL 3 ANTENNAS FOR AT&T |

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| | AUGUST | 2016 | | RESIDENTIAL PERMITS | | | | | | |
| | # PERMITS | 52 | | | | | | | | |
| | VALUE OF WORK | \$804,724.00 | | | | | | | | |
| | PERMIT FEES PAID | \$9,450.72 | | | | | | | | |
| | IMPACT FEES PAID | \$850.00 | | | | | | | | |
| | | | | | | | | | | |
| Permit # | Date of Application | Name | Address | MAP # | LOT # | Value of Work | Total Permit | Impact fee | Description of Work | |
| R16-262 | 8/1/16 | CAMERON WAKE (REVISION ENERGY) | 19 MENDUM AVE. | 3 | 54 | \$27,535.00 | \$355.42 | \$0.00 | 26 SOLAR PANELS | |
| R16-263 | 8/1/16 | RANDALL BRIOLAT | 1 HARTLEY FARM LANE | 39 | 02-1 | \$10,000.00 | \$25.00 | \$0.00 | REPAIR AND REPLACE SIDING AND EXISTING DECK | |
| R16-264 | 8/1/16 | RON LAMBERT | 24 DANA AVENUE | 30 | 2 | \$2,697.00 | \$25.00 | \$0.00 | REMOVE AND REPLACE 1 ENTRY DOOR | |
| R16-265 | 8/3/16 | KITTERY PARTNERS & SNOWDEN SMITH | 41 PEPPERELL ROAD | 18 | 23 | \$0.00 | \$25.00 | \$0.00 | REMOVAL OF VEGETATION IN SHORELAND OVERLAY ZONE | |
| R16-266 | 8/1/16 | ARILDA DENSCH | 9 ADAMS LANE UNIT 2 | 2 | 22-9-2 | \$9,700.00 | \$25.00 | \$0.00 | REPLACE ROOF SHINGLES | |
| R16-267 | 8/1/16 | GRACE & PETER VAILLEUX | 17 COOK STREET | 3 | 78 | \$12,962.00 | \$60.54 | \$0.00 | REPLACE SIDING | |
| R16-268 | 8/1/16 | DOW HWY PROPERTIES & MARK PHILLIPS | 5 DANA AVE #38 | 21 | 3-38 | \$20,000.00 | \$265.00 | \$0.00 | REPLACE MOBILE HOME | |

| Permit # | Date of Application | Name | Address | MAP # | LOT # | Value of Work | Total Permit | Impact fee | Description of Work |
|----------|---------------------|--------------------------------------|----------------------|-------|-------|---------------|--------------|------------|--|
| R16-269 | 8/2/16 | JON CIVITARESE | 200 HALEY ROAD | 39 | 2 | \$0.00 | \$25.00 | \$0.00 | REPLACE BOILER |
| R16-270 | 8/2/16 | JOHN & LISA CORSI | 90 NORTON ROAD | 62 | 9-5 | \$9,900.00 | \$143.80 | \$0.00 | REPLACE EXISTING DECK WITH NEW 12'X18' DECK |
| R16-271 | 8/3/16 | ERIN & PAUL DEBRODT | 3 WOODLAWN AVENUE | 10 | 43 | \$2,460.00 | \$54.52 | \$0.00 | UPGRADE ELECTRICAL SERVICE |
| R16-272 | 8/3/16 | 25 GOVERNMENT STREET LLC | 25 GOVERNMENT STREET | 4 | 60 | \$0.00 | \$25.00 | \$0.00 | ELECTRICAL SERVICE FOR SINGLE FAMILY UNIT |
| R16-273 | 8/3/16 | ALTON MILLER | 2-4 OLD POST ROAD | 3 | 70 | \$1,500.00 | \$43.00 | \$0.00 | REPAIR DAMAGED FRONT PORCH |
| R16-274 | 8/4/16 | CHINBURG BUILDERS | 9 PEARSON PLACE | 54 | 14-9 | \$270,000.00 | \$3,265.00 | \$850.00 | NEW SINGLE FAMILY HOME WITH 3 BED, 2.5 BA AND ATTACHED GARAGE |
| R16-275 | 8/4/16 | GEORGE DOW (RYE ENERGY) | 1 BARLETT ROAD | 41 | 7-5 | \$4,600.00 | \$25.00 | \$0.00 | BOILER REPLACEMENT |
| R16-276 | 8/9/16 | 25 GOVERNMENT ST LLC | 25 GOVERNMENT STREET | 4 | 60 | \$11,500.00 | \$163.00 | \$0.00 | GAS PIPING WITH MINI-SPLIT |
| R16-277 | 8/9/16 | BARBARA HALL (RYE ENERGY) | 68 OLD DENNETT ROAD | 6 | 16 | \$2,500.00 | \$25.00 | \$0.00 | REPLACE EXISTING OIL TANK |
| R16-278 | 8/10/16 | MARLEEN SZYMANSKI & GRETCHEN STEWART | 15 FOLCUTT ROAD | 25 | 23B | \$23,500.00 | \$307.00 | \$0.00 | CONSTRUCT A 4'X16' PIER, 4'X16' ACCESS RAMP LEADING TO A 3'X20' SEASONAL GANGWAY AND 8'X10' SEASONAL FLOAT PER KPA APPROVAL AUGUST 4, 2016 |
| R16-279 | 8/10/16 | SCOTT KIMMELL | 2 MELANIES COURT | 54 | 2-2 | \$4,000.00 | \$73.00 | \$0.00 | NEW 12 X 16 SHED |

| Permit # | Date of Application | Name | Address | MAP # | LOT # | Value of Work | Total Permit | Impact fee | Description of Work |
|----------|---------------------|---|---------------------------|-------|-------|---------------|--------------|------------|---|
| R16-280 | 8/11/16 | ERIC REUTER (G&L ELECTRIC) | 23 WYMAN AVENUE | 10 | 96 | \$3,000.00 | \$25.00 | \$0.00 | ELECTRICAL FOR PERMIT R16-142 |
| VOIDED | | | | | | | | | |
| R16-282 | 8/8/16 | MICHAEL GALLO | 16 NORTON ROAD | 56 | 26 | \$8,000.00 | \$25.00 | \$0.00 | REPLACE SIDING |
| R16-283 | 8/11/16 | PATRICIA GREENE & CHRISTOPHER TRESSEL | 19 GERRISH ISLAND LANE | 22 | 26 | \$0.00 | \$25.00 | \$0.00 | RENEW PERMIT 14-213 |
| R16-284 | 8/15/16 | MICHAEL GETTY & SHEILA PILKENTON | 36 MILLER ROAD | 56 | 3-14 | \$0.00 | \$25.00 | \$0.00 | ELECTRICAL IN KITCHEN WITH PERMIT # R16-242 |
| R16-285 | 8/15/16 | BARRY FITZPATRICK | 118 ROGERS ROAD | 15 | 91 | \$1,000.00 | \$37.00 | \$0.00 | 10'X15' STORAGE SHED |
| R16-286 | 8/15/16 | LOUISE & THOMAS MARCHESSAULT | 30 OAK TERRACE | 3 | 103 | \$8,000.00 | \$25.00 | \$0.00 | REPLACE ROOF SHINGLES & 2 ROOF VENTS. REMOVE CHIMNEY FLUE & REPAIR & MAINTAIN DECK |
| R16-287 | 8/15/16 | JUDY EVANCIC | 48 GOODWIN ROAD | 58 | 51-9 | \$8,200.00 | \$123.40 | \$0.00 | SWIMMING POOL |
| R16-288 | 8/15/16 | JOHN MCCRILLIS | 3 ROGERS LANE | 22 | 26 | \$2,500.00 | \$55.00 | \$0.00 | BUILDING PERMIT FOR ADU |
| R16-289 | 8/16/16 | MINDY GLOVER | 31 GEORGE ST | 9 | 95 | \$20,000.00 | \$145.00 | \$0.00 | INTERIOR RENOVATIONS |
| R16-290 | 8/16/16 | BOB BELL | 33 GOODRICH STREET | 16 | 63 | \$0.00 | \$25.00 | \$0.00 | ELECTRIC SERVICE UPGRADE |
| R16-291 | 8/16/16 | EDWARD GOLDEN/HENDRI KA OVERTON | 161 WHIPPLE ROAD | 16 | 202 | \$5,000.00 | \$25.00 | \$0.00 | REPLACE ROOF ON OUTBUILDING TO METAL, REBUILD 2 SETS OF ROTTEN STEPS |
| R16-292 | 8/16/16 | KAREN SEAWARD | 4 POCAHONTAS | 52 | 12 | \$0.00 | \$25.00 | \$0.00 | TREE REMOVAL IN SHORELAND OVERLAY ZONE |

| Permit # | Date of Application | Name | Address | MAP # | LOT # | Value of Work | Total | | Description of Work |
|----------|---------------------|---------------------------------|----------------------------|-------|-------|---------------|----------|------------|---|
| | | | | | | | Permit | Impact fee | |
| R16-293 | 8/16/16 | VERONICA & BRYAN GLYNN | 14 CUTTS ISLAND LANE | 45 | 36 | \$20,000.00 | \$265.00 | \$0.00 | CONSTRUCT WALL IN GARAGE, INSTALL 1/2 BATH IN DWELLING & GARAGE |
| R16-294 | 8/16/16 | RICH & KRISTINA DEMARCO | 10 TUDOR DRIVE | 17 | 43-5 | \$40,000.00 | \$505.00 | \$0.00 | INSTALL INGROUND 18'X32' SWIMMING POOL |
| R16-295 | 8/16/16 | MICHAEL & CARLA BLANCHARD | 8 COOPERS WAY | 67 | 44 | \$13,000.00 | \$181.00 | \$0.00 | CONSTRUCT 14' X 23' DECK |
| R16-296 | 8/16/16 | ELIZABETH PERKINS | 34 POCAHINTAS ROAD | 51 | 4 | \$2,500.00 | \$25.00 | \$0.00 | REMOVE AND REPLACE 1 KITCHEN WINDOW |
| R16-297 | 8/16/16 | JANA & BRIAN RODEBACK | 67 ROGERS ROAD | 15 | 82 | \$10,270.00 | \$148.24 | \$0.00 | CONSTRUCT 10' X 16' DECK |
| R16-298 | 8/16/16 | RICHARD & LINDA STARBARD | 162 BRAVE BOAT HARBOR ROAD | 69 | 20B | \$18,000.00 | \$121.00 | \$0.00 | REPLACE 15 WINDOWS |
| R16-299 | 8/23/16 | SHELLEY WIELER | 17 ISLAND AVENUE | 1 | 8 | \$0.00 | \$25.00 | \$0.00 | REMOVAL OF VEGETATION IN SHORELAND OVERLAY ZONE |
| R16-300 | 8/23/16 | LINDA WESTGATE & VICKIE HERRING | 41 CUTTS ISLAND LANE | 45 | 27 | \$2,400.00 | \$53.80 | \$0.00 | CONSTRUCT 10' X 12' DECK |
| R16-301 | 8/23/16 | KITTERY LAND TRUST | BRAVEBOAT HARBOR RD | 69 | 6 | \$25,000.00 | \$325.00 | \$0.00 | ADD CIRCULAR DRIVEWAY REPLACE 1 EXISTING FIRE PLACE/BOILER & REMOVE 1 FIREPLACE |
| R16-302 | 8/23/16 | LAUREN KOLHOFF | 12 WYMAN AVE | 10 | 100 | \$5,000.00 | \$25.00 | \$0.00 | |

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|----------|---------------------|--------------------------|--------------------|-------|-------|---------------|--------------|------------|---|
| | | | | | | | | | DEMOLISH & RECONSTRUCT WALLS AND ROOF ON EXISTING BARN |
| R16-303 | 8/25/16 | DEBORAH COFFIN | 15 THAXTER LANE | 64 | 21C | \$50,000.00 | \$625.00 | \$0.00 | DEMOLISH INTERIOR REPAIR & MAINTAIN ELECTRICAL |
| R16-304 | 8/29/16 | ADAM BUTLER | 43 LOVE LANE | 4 | 196 | \$0.00 | \$20.00 | \$0.00 | |
| R16-305 | 8/29/16 | LUIS & MONA VALDEZ | 34 SHAPLEIGH ROAD | 15 | 3 | \$7,000.00 | \$25.00 | \$0.00 | |
| R16-306 | 8/29/16 | OAKUM LLC & JEREMY KITES | 96 MARTIN ROAD | 20 | 22 | \$60,000.00 | \$625.00 | \$0.00 | RENOVATE INTERIOR & EXTERIOR |
| R16-307 | 8/29/16 | BRUCE PILANT | 9 BARTERS CREEK | 35 | 3-5 | \$1,000.00 | \$37.00 | \$0.00 | NEW SHED |
| R16-308 | 8/29/16 | BRIAN YURICK | 15 WOODLAWN AVENUE | 16 | 3B | \$3,000.00 | \$25.00 | \$0.00 | REPLACE ROOF SHINGLES |
| R16-309 | 8/30/16 | ROGER WELLS | 104 WHIPPLE ROAD | 10 | 15 | \$5,000.00 | \$85.00 | \$0.00 | NEW GENERATOR |
| R16-310 | 8/30/16 | DELORES DAY | 17 TRAIP AVENUE | 3 | 31 | \$2,000.00 | \$25.00 | \$0.00 | NEW ROOF ON GARAGE |
| R16-311 | 8/30/16 | JERRY HELD | 32 SEAPOINT ROAD | 64 | 27 | \$50,000.00 | \$625.00 | \$0.00 | EXPAND KITCHEN & COVERED DECK ENTRY (12'X20' & 8'X8' ADDITIONS) |
| R16-312 | 8/31/16 | MARWAN KOUKI | 7 PHILBRICK ROAD | 10 | 74 | \$17,000.00 | \$109.00 | \$0.00 | REPLACE WINDOWS |
| R16-313 | 8/31/16 | JOHN FELLOWS | 6 SCHOOL LANE | 27 | 22 | \$5,000.00 | \$85.00 | \$0.00 | CONSTRUCT 6'6" X 13' SHED |

2012-2016
PLANNING BOARD ACTION ITEMS

| ITEM # | DATE | BY | ITEM | PRIORITY | ACTION TAKEN | COMPLETE |
|--------|------------|-------|--|----------|--|----------|
| 1 | 8/9/2012 | | 16.10.9.2 REDEFINE FIELD CHANGES; Major/Minor (for May 2015 TC workshop) | 2 | Staff to draft language for review | |
| 2 | 10/13/2012 | TE | DPW PROJECTS COME BEFORE PB; NEED UPDATED LIST | 2 | CDM to discuss with DPW, report to PB | |
| 3 | 2/14/2013 | DD | DEFINE COMMERCIAL RECREATION (for May 2015 TC workshop) | 2 | CDM to propose / December 2014; re-draft for 1/22/15 discussion; Re-send 12/18 pkt to PB for HOMEWORK; Board discussed reducing to priority 2; staff is reviewing all permitted uses/definitions, creating table of uses | |
| 4 | 4/25/2013 | | WORKSHOP: Cluster Ordinance needs work USABLE OPEN SPACE RETAIN ROAD FRONTAGE (Buffers) TRAFFIC STUDIES | 1 | Workshop held May 28; follow-up discussion 6/25/2015; PB Review 1/14/2016; Public Hearing 1/28/2016; Workshop w TC 2/1/2016... | |
| 5 | 10/24/2013 | Staff | HAT - Highest Annual Tide: no Elevation 6 (for May 2015 TC workshop) | 1 | January, 2015 | |
| 6 | 11/14/2013 | | Fines | 3 | CDM to discuss with TM | |
| 7 | 11/14/2013 | | Review flood hazard ordinance; 16.5.3.4; (esp. No alteration of the natural contour of the land by grading or filling for any purpose is permitted in an area subject to periodic flooding.) | 3 | Coordinate w CMA; draft language, if needed | |
| 8 | 12/12/2013 | - | Comp Plan Items | CPC* | | |
| | 12/12/2013 | - | Pedestrian / Bike paths / Bike Racks | - | CDM will provide existing bike path plan; disc. 12/18; req. input from T. Emerson 1/22/15; input to CPC when appropriate | |
| | 3/28/2013 | - | CONTINUE WORKSHOP WITH KCPC, KOSC REGARDING 1 - 3 ACRE RR; and future land use regulation; restrict # building permits issued per year | - | May 15, 2013 Workshop; December 3, 2013 workshop, w Soil Suitability; PB input to CPC* when appropriate | |
| | 2/25/2016 | - | ROADS / SIDEWALKS TO NOWHERE (ROW plans)/Shared Driveways/ROW Standards/Emergency access roads | - | | |
| 9 | 3/27/2014 | DD | Kittery Historic Resources; historic designation identification | 3 | | |
| | 5/8/2014 | Staff | Sign ordinance changes: | 2 | Workshop: 7/14/14; Int'l Sign Assoc. 10/23/14 | |
| 10 | | | Message boards/internal & external lights & timers | | 16.8.10.2.C approved by TC, effective 2/28/15 | Done |
| | | | Window/A-frame & portable signs/banners | | | |
| | | | Sign character/appearance/administration & enforcement | | | |
| 11 | 5/22/2014 | DD | Parking credits | 1 | Staff review; PB to discuss/recommend amendment if needed; PB to analyze results of Foreside Forum/site walk scheduled for 10/22 | |
| | 1/22/2015 | | Shoreland Zone: | 3 | | |

2012-2016
PLANNING BOARD ACTION ITEMS

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|-------|-----------------------|--|-----------|---|---------------------------------------|--|--|--|--|
| 12 | | Invasive plants; shoreland invasive plant removal Excavation Structure replacement; time periods Shoreland definition | | | CDM to research Code for use of term; | | | | |
| STAFF | | | | | | | | | |
| 13 | 2/28/2013 | UPDATE DESIGN STANDARDS FOR LED LIGHTING: | Staff | | | | | | |
| 14 | 10/13/2012 | BUSINESS OVERLAY ZONES: WHERE AND WHAT CHANGES; 16.3.2.20 Proposed Quality Improvement Overlay; form based code vs. individual ordinances | Staff/CPC | Workshop; Sustain So ME; set up January 2014 workshop; Further discussion; PB input to CPC when appropriate | | | | | |
| 15 | 10/24/13 Amendment | DPW Road Cuts; Title 12 amendment; approved by PB 10/24/13; to Council 11/25/13 | Staff | Revise per Council Action / Re-visit: January 2015; 1/15: Shared notification w/ DPW & Planning per CDM | | | | | |
| 16 | 10/24/2013 | Definition: Substantially complete re: development vs. building permits (for May 2015 TC workshop) | Staff | Staff draft definition differentiating from bldg permits as appropriate | | | | | |
| 17 | 8/27/2015 | Wetland Protection: Review how man-made wetlands are and should be regulated. | Staff | Staff prepare information and possible draft amendment for Board's review at future meeting. | | | | | |
| 18 | 11/19/2015 | Vision for Route 1 Bypass | NA | No formal action - will wait on recommendations from the Economic Development Committee | | | | | |



TOWN OF KITTERY

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Carol M. Granfield
Interim Town Manager

Town Manager's Report to the Town Council September 21, 2016

1. **Sewer Better Assessments** – Several departments have been significantly involved with moving forth the sewer assessment process to include scheduling upcoming meetings, establishing payment systems to be put in place and educating the residents on the various processes, timelines, and requirements. Full payments are now being accepted as well as payment plans generated. Various deferral options continue to be explained and will begin to be reviewed.
2. **CGI Communications** – I was contacted by this company that produces a series of professionally produced online videos to highlight everything in communities offer residents, visitors and business owners. The video is interfaced on the official town website and would provide an excellent introduction to the Town of Kittery. Several communities all over the country use CGI and there is no cost to the town. York County and several Maine cities and towns. I will be providing the information to the new Town Manager who may desire to pursue this opportunity in the spring or summer of 2017.
3. **Title 4 Committee** – I have a committee meeting scheduled to continue working on amendments to this, which will continue with the new Town Manager
4. **Transition** – I am working on an in-depth transition with the new Town Manager that will take place the week of October 24. I will also be providing the new Manager prior to her arrival various information that will be helpful in addressing upcoming items, along with updated information pertaining to the Finance Director position.
5. **Traffic** – We continue to address any traffic issues associated with the bridge closing, detours, and PNSY traffic issues with MDOT, Police and Public Works departments. One recent light timing issue at Haley Road to Route 1 required the replacement of a sensor, which resulted in an improvement.

Respectfully Submitted,

Carol

Carol M. Granfield

